University Senate
PROPOSAL FORM

Name:	Matthew Popkin
Date:	October 7, 2012
Title of Proposal:	Proposal to Make Senate Committee Meeting Agendas Publicly Accessible Online
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Unit/Department/College:	BSOS
Constituency (faculty, staff, undergraduate, graduate):	Undergraduate
Description of issue/concern/policy in question:	Currently, the University Senate only allows Senate Committee members to access upcoming committee meeting agendas through the Senate website. Senate committees host a majority of the deliberation and consultation of the charges they are assigned. Despite the fact that one need only contact the administration of the University Senate for agendas, it would be beneficial and more efficient for the agendas to be available online.
Description of action/changes you would like to see implemented and why:	Since members of the campus community are able to attend Senate committee meetings and often have an interest in viewing the work of the Senate, they should be able to inform themselves ahead of time as to what is going to be on the agenda. Senate committee materials are distributed to committee members a week prior to the committee meeting. Agendas should be easily and publicly accessible online so that anyone in the campus community can view the agenda if they are interested or following particular proposals.
Suggestions for how your proposal could be put into practice:	I would suggest two ways to consider publicizing meeting agendas. Both require an administrative change to update the website with new agendas, which already occurs for committee members, and revise to the website's current format. 1) Add an "Agendas" link on the committee pages after the members and meetings links. This would make it very clear that agendas are publicly available. 2) On the "Meetings" page for each committee, which lists the meeting dates, times, and locations, provide a link to the agenda for each as they become available. In this case, it would

	be beneficial to then change the "Meetings" link on the committee page to read "Meetings & Agendas," which would then clearly delineate that agendas are available through this link as well as just meeting dates, times, and locations.
Additional Information:	N/A

Please send your completed form and any supporting documents to senate-admin@umd.edu
or University of Maryland Senate Office, 1100 Marie Mount Hall,
College Park, MD 20742-7541. Thank you!